



Okehampton Hamlets Parish Council

CLERKS REPORT – October 2021

1. **Noticeboards** – Meldon board now repaired and replaced on site. All boards now refurbished, invoice for work awaited.
2. **Open Spaces Working Group** – further walks around Meldon Woods and Old Town Park, all trees requiring work now identified and marked. Further details to be circulated.
3. **OTPLNR** – two signs identified as needing repair, one a footpath sign so flagged to Ian Brooker, another one beside the old swimming pool originally installed by ORIG
4. **Hi Vis Jackets** – suppliers chased, further problems with logo but now resolved, order confirmed, delivery awaited
5. **WDBC Enforcement Lists** – WDBC have now started to produce these lists again, first one to be reviewed at meeting.
6. **Insurance** – following questions raised at a previous meeting in connection with insurance cover and the road through Meldon Woods, legal advice taken- if 2 cars have an accident on the road, the car owners insurance will still cover the situation regardless of the fact it is on a private road and not an adopted highway. However, the Council cannot contract out of its liability meaning the Council cannot put up a sign to say ‘drive on this road at your own risk’, the Council could still be sued. The advice is to try and reduce the Council’s risk which can be done by signage eg speed limit, narrow road, passing places only, twists and turns etc. Doing this will hopefully show drivers have been warned of any potential dangers and put the Council in a better position.
7. **Meldon Woods second abandoned car** – a car was parked in a passing place beside the viaduct for a few days immediately following the incident on the viaduct. On investigation with the Police the car was found to be connected to the incident, the Police then moved the vehicle to the Police Station for safe keeping.
8. **Resident phone call received re Brightley sewage treatment plant** – concerns raised over capacity of system with all the new houses but asked if a sample of the water could be taken coming out of the Works?
9. **Okehampton and Hamlets Combined Archive Project** - Inaugural meeting which I attended – notes from meeting below which require discussion at November meeting. Councillors to consider if this is an initiative for the Council to be involved with, if Yes, how to be involved, what funding and/or resources does this Council have, how do they want to support/be involved? Initial thoughts only required at this stage.

Invited Organisations

Museum of Dartmoor Life -	Kristy Turner
Okehampton Community Archive -	Apologies received from Dr Michael Ireland Christine Marsh
Okehampton Hamlets Parish Council -	Jane Gillard
Okehampton Library -	Carole Cornwall
Okehampton Town Council -	Emma James
Okehampton United Charity -	Karen Percival

Groups introduced themselves and noted current state of archives.

Museum of Dartmoor Life – Archives stored at the Museum of Dartmoor Life, MODES collection management program in use. Working in association with RAM Exeter. Support of a wider project to secure, safely store, remove duplication and digitise local archives for public access.

Okehampton Community Archive – Archives stored in Community Archive building, ongoing concerns regarding damp and long-term funding for rental of building. Okehampton Hamlets Parish Council – Archives stored in various locations, ongoing concerns regarding damp. Okehampton Library – Archives stored in Okehampton Library, recent review undertaken (list provided) main priority to preserve oral history project and reduce any possible duplication of paper documents. Okehampton Town Council – Archives stored within Town Hall. Priority to accurately categorise archives (particularly those pre 1974 when the town council was formed), remove duplication, improve storage to improve conservation, digitise archive to enable public access. Okehampton United Charity – Archives stored within Town Hall. Priority to accurately categorise archives (over 50 years old) remove duplication, store safely and digitise archive to enable public access.

1. Scope of the project

- Undertake an immediate review of condition, storage and size of archives held in Okehampton and Hamlets (O+H)
- Maintain / improve condition and storage of archives in O+H.
- Categorise archives held within O+H
- Digitalise archives held within O+H
- Remove duplication of archives
- Ongoing safe storage of current archives
- Provision for a growing archive including documents / oral histories / artifacts